



COUNTY OF LOS ANGELES

DEPARTMENT OF HUMAN RESOURCES

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MICHAEL J. HENRY
DIRECTOR OF PERSONNEL

December 22, 2005

To: Each Supervisor

From: Michael J. Henry
Director of Personnel

Subject: **PRESS INQUIRY**

This memorandum will serve to inform you that we have received a media inquiry from the Los Angeles Times regarding disciplinary actions at King/Drew Medical Center (KDMC). The request seeks data on disciplinary actions at KDMC during calendar years 2004 – 2005, and a summary of the two-year period.

Attached are three charts which detail the information that was given to the L.A. Times.

In summary, for calendar year 2004, we completed 97 disciplinary actions compared to 283 formal disciplinary actions in 2005. In January 2005, my department forged an agreement with the Director of Health Services and Navigant Consulting to takeover the administration of all disciplinary cases at KDMC, as well as other Human Resources functions. KDMC's open case backlog for disciplinary actions for the past several months has hovered between 60 and 70 open cases. We believe this is more in line with the ratio of disciplinary actions to hospital employees at our other County hospitals. We also reported that we have reduced the outstanding backlog of cases significantly.

Due to the holidays, it is our intention to forego issuing our regular weekly KDMC report until the week of January 9, 2006.

MJH:kc

Attachments

c: David E. Janssen
Thomas L. Garthwaite, M.D.
Ray Fortner
Violet Varona-Lukens
Antionette Smith Epps
Fred Leaf

pressinq.mbs

**KDMC HUMAN RESOURCES/PERFORMANCE MANAGEMENT
ADMINISTRATIVE ACTIONS STATUS REPORT - TABLE**

Period: 01/26/04 - 12/31/04

Dated: 12/21/2005

Closed Cases -	705
Open Cases -	70
Referred Cases -	14
Grand Total =	789

TYPE OF ADMINISTRATIVE ACTION	Medical Staff ¹	Ancillary ² Medical Staff	Nursing Staff ³	Pharmacy Staff	All Other Staff	TOTALS
<u>Formal discipline:</u>						
Discharges	3	0	7	0	2	12
Discharges of Probationers	0	2	3	0	1	6
Suspensions (6 - 30 Days)	0	4	4	1	3	12
Suspensions (1 - 5 Days)	1	2	9	1	6	19
Reprimands	1	0	12	0	5	18
Warnings	0	0	1	2	1	4
Resignations in Lieu of Administrative Action	4	1	5	5	3	18
Release of Temporary Employee	3	0	4	0	1	8
Medical Release	0	0	0	0	0	0
Subtotal	12	9	45	9	22	97

TYPE OF ADMINISTRATIVE ACTION	Medical Staff ¹	Ancillary ² Medical Staff	Nursing Staff ³	Pharmacy Staff	All Other Staff	TOTALS
Non-Disciplinary ⁴ Corrective Actions	8	1	12	38	12	71
Total Actions Taken	20	10	57	47	34	168

¹ Includes: Physician series; Physician's Assistant; and Nurse Practitioners

² Includes: Surgical Technicians; Medical Technologists; etc.

³ Includes: Nurse series; Licensed Vocational Nurse; Nursing Attendant

⁴ Includes: Counseling; Effective Notices to Correct Performance; Reassignments; etc.

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Dated: 12/21/2005

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TYPE OF ADMINISTRATIVE ACTION	Medical Staff ¹	Ancillary ² Medical Staff	Nursing Staff ³	Pharmacy Staff	All Other Staff	TOTALS
<u>Formal discipline:</u>						
Discharges	6	3	21	0	22	52
Discharges of Probationers	0	3	2	1	6	12
Suspensions (6 - 30 Days)	3	6	38	3	24	74
Suspensions (1 - 5 Days)	6	5	11	0	7	29
Reprimands	5	1	8	2	8	24
Warnings	0	1	0	1	2	4
Resignations in Lieu of Administrative Action	15	8	24	1	6	54
Release of Temporary Employee	6	1	22	0	4	33
Medical Release	0	0	0	0	1	1
Subtotal	41	28	126	8	80	283

TYPE OF ADMINISTRATIVE ACTION	Medical Staff ¹	Ancillary ² Medical Staff	Nursing Staff ³	Pharmacy Staff	All Other Staff	TOTALS
Non-Disciplinary⁴ Corrective Actions	15	7	23	5	16	66
Total Actions Taken	56	35	149	13	96	349

¹ Includes: Physician series; Physician's Assistant; and Nurse Practitioners

² Includes: Surgical Technicians; Medical Technologists; etc.

³ Includes: Nurse series; Licensed Vocational Nurse; Nursing Attendant

⁴ Includes: Counseling; Effective Notices to Correct Performance; Reassignments; etc.

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TYPE OF ADMINISTRATIVE ACTION	Medical Staff ¹	Ancillary ² Medical Staff	Nursing Staff ³	Pharmacy Staff	All Other Staff	TOTALS
<u>Formal discipline:</u>						
Discharges	9	3	28	0	24	64
Discharges of Probationers	0	5	5	1	7	18
Suspensions (6 - 30 Days)	3	10	42	4	27	86
Suspensions (1 - 5 Days)	7	7	20	1	13	48
Reprimands	6	1	20	2	13	42
Warnings	0	1	1	3	3	8
Resignations in Lieu of Administrative Action	19	9	29	6	9	72
Release of Temporary Employee	9	1	26	0	5	41
Medical Release	0	0	0	0	1	1
Subtotal	53	37	171	17	102	380

TYPE OF ADMINISTRATIVE ACTION	Medical Staff ¹	Ancillary ² Medical Staff	Nursing Staff ³	Pharmacy Staff	All Other Staff	TOTALS
Non-Disciplinary ⁴ Corrective Actions	23	8	35	43	28	137
Total Actions Taken	76	45	206	60	130	517

¹ Includes: Physician series; Physician's Assistant; and Nurse Practitioners

² Includes: Surgical Technicians; Medical Technologists; etc.

³ Includes: Nurse series; Licensed Vocational Nurse; Nursing Attendant

⁴ Includes: Counseling; Effective Notices to Correct Performance; Reassignments; etc.